

## MEMORANDUM

TO: Governing Board

FROM: Steven Minnis, Director of Governmental Affairs 

THRU: David Still, Executive Director 

DATE: October 5, 2009

RE: Lake City Reclaimed Water Filter Interlocal Agreement

### RECOMMENDATION

Staff recommends that the Governing Board authorize the Executive Director to enter into an Interlocal Agreement with the City of Lake City for the purchase and installation of a reclaimed water filter for an amount not-to-exceed \$400,000 and require the City of Lake City to provide a fifty-percent match.

### BACKGROUND

This is a no cost contract modification. Modifications consist of: 1) altering a onetime Governing Board approval for the total amount to annual approvals by the Governing Board for each \$100,000 increment and 2) changing project scope from a stormwater utility project to an alternative water supply project.

Presently, the City has an agreement (Contract #07/08-049) with the District that implements a stormwater utility program for water quality and conveyance improvements. The stormwater utility agreement was executed on December 7, 2007.

As a result of the economic situation, the City has not been able to implement a stormwater utility fee. Therefore, the City has requested to terminate Contract #07/08-049 and use the remaining funds to purchase and install a reclaimed water filter. This filter is required for completing the City's reclaimed water distribution system to Tice Farms. The existing reclaimed water contract between the District and City does not provide enough funding to purchase and install the reclaimed water filter.

The Stormwater Utility Interlocal Agreement was a five-year \$500,000 contract which was schedule for completion in 2012. To-date the District has reimbursed

Lake City \$99,997.95 for conveyance and water quality improvement projects in accordance with the approved scope of work.

## MEMORANDUM

TO: Governing Board

FROM: Bob Heeke, Sr. Land Resources Manager 

THRU: David Still, Executive Director   
Charles H. Houder III, Deputy Executive Director 

DATE: October 2, 2009

RE: Amendment of Lease with Gilchrist County for Otter Springs Park and Campground

### RECOMMENDATION

Staff recommends approval and execution of an amendment to the Lease with Gilchrist County for Otter Springs Park and Campground to increase road expenses up to \$175,000 for FY 2010.

### BACKGROUND

The County-graded road and paved park road at Otter Springs were determined to be significant factors that would affect the success of the campground at the park by County and District staff during negotiations over the lease. The road condition is particularly important to recreational vehicle owners, who make up a large component of the targeted users for the campground.

During lease negotiations an estimate of \$85,000 for road improvements was included in the lease. On September 18, 2009, County staff opened bids for this project (see attached bid sheet). The low bid was \$158,304 by Hipp Construction. A fee of 10% of the construction is expected to be needed by the County's engineer for supervision and inspections.

The current language in the lease says the District will pay the County's costs of the project up front and will then be reimbursed by the County by retaining one half of the county's annual payment in lieu of taxes due for Otter Springs (about \$18,000) until the District is fully reimbursed.

The recommendation will change the reimbursable road costs listed in the lease. Funds for this project will come from the land management reserves account.

gal  
SRWMD #08/09-050



GILCHRIST COUNTY  
BOARD OF COUNTY COMMISSIONERS  
BID OPENING SHEET

BID DESCRIPTION: SW 70TH ST. "OTTER SPRINGS RD." SURFACE TREATMENT

DATE AND TIME: SEPTEMBER 18, 2009 10:00AM

STAFF OPENING BIDS: JACKI JOHNSON JULEE BRIDESON  
RON MCQUEEN LEE MILLS

IN ATTENDANCE: Craig Emmons  
Justin Watson



BIDDERS NAME	BID AMOUNT
<u>Anderson Columbia Co.</u>	<u>\$ 272,381.86</u>
<u>John C. Hipp Construction</u>	<u>\$ 158,304.00</u>

## MEMORANDUM

TO: Governing Board

FROM: Terry E. Demott, Senior Land Resource Coordinator *TED*

THRU: David A. Still, Executive Director *DS*  
Charles H. Houder III, Deputy Executive Director *CHA*

DATE: October 5, 2009

RE: Chinquapin Farm LLC Conservation Easement

### RECOMMENDATION

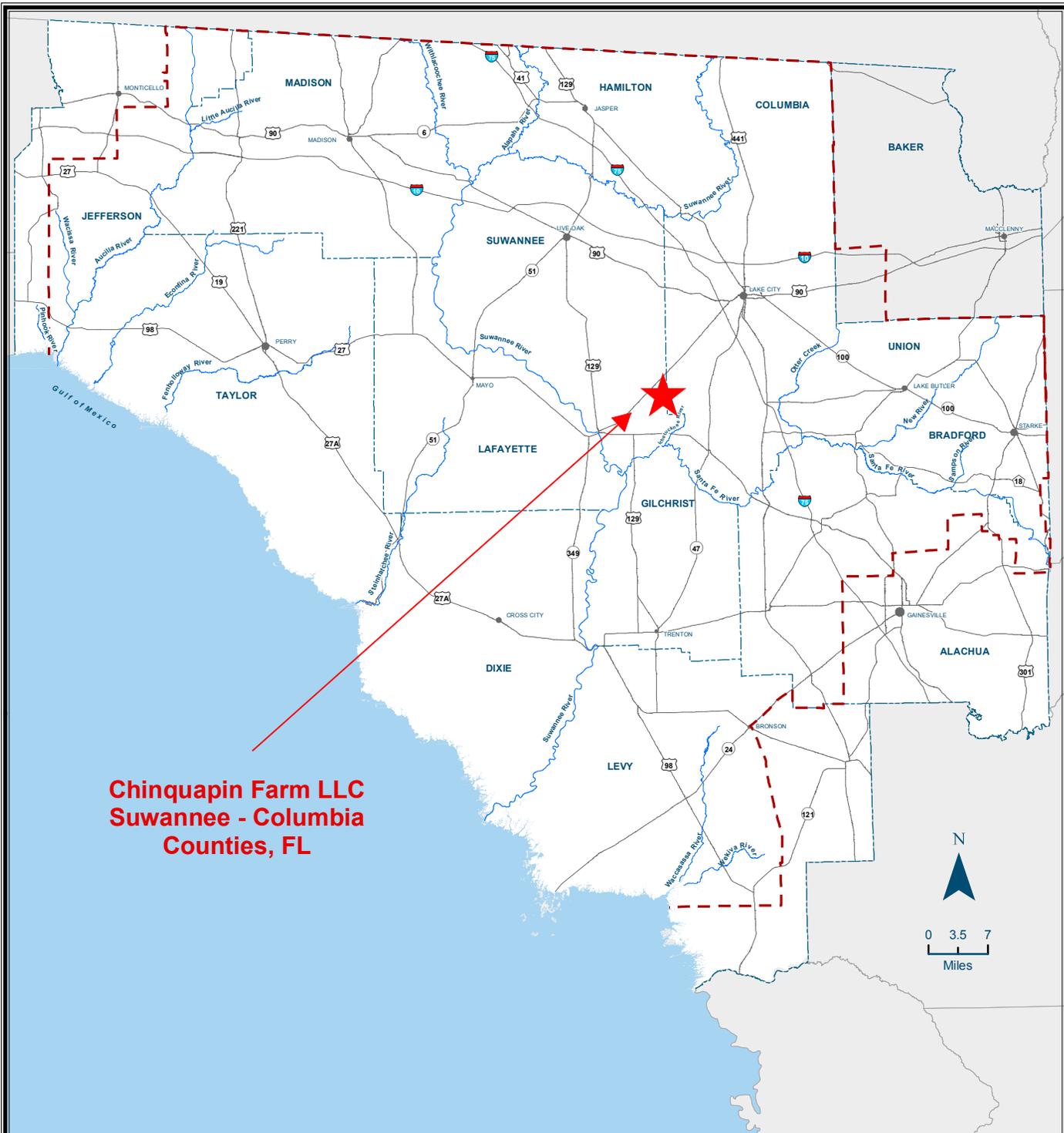
Staff recommends the Governing Board authorize staff to conduct a detailed assessment and commence negotiations with the Baker family on a conservation easement of lands in Suwannee and Columbia counties.

### BACKGROUND

Chinquapin Farm, LLC in Suwannee and Columbia Counties, contains approximately 6,320 acres of which at least 1,500 acres are in the Ichetucknee Springshed. None of the property is in the floodplain of a major river; however all of the property appears to be in a recharge area. The Farm is primarily managed as a quail hunting preserve, but does have timber and agriculture components as secondary uses of the property. Several homes and other buildings exist on the property for managers, tenants, owners, guests and livestock.

Ted and John Baker want to take advantage of state and federal tax incentives associated with conservation easements and propose to sell an easement on the entire tract for no more than \$100 per acre. Additionally, they insist that closing take place before January 1, 2010. The Bakers do not want to donate the easement, but a token contribution from the District would show some investment and serious partnership in conserving the property.

With Governing Board approval, staff will work with the Baker family to clearly define terms of the conservation easement, research the title and procure appraisal for the property. The resulting information will then be provided to Board members prior to finalizing an agreement. We anticipate bringing this conservation easement acquisition to public hearing at the December Governing Board meeting.



**Chinquapin Farm LLC  
Suwannee - Columbia  
Counties, FL**

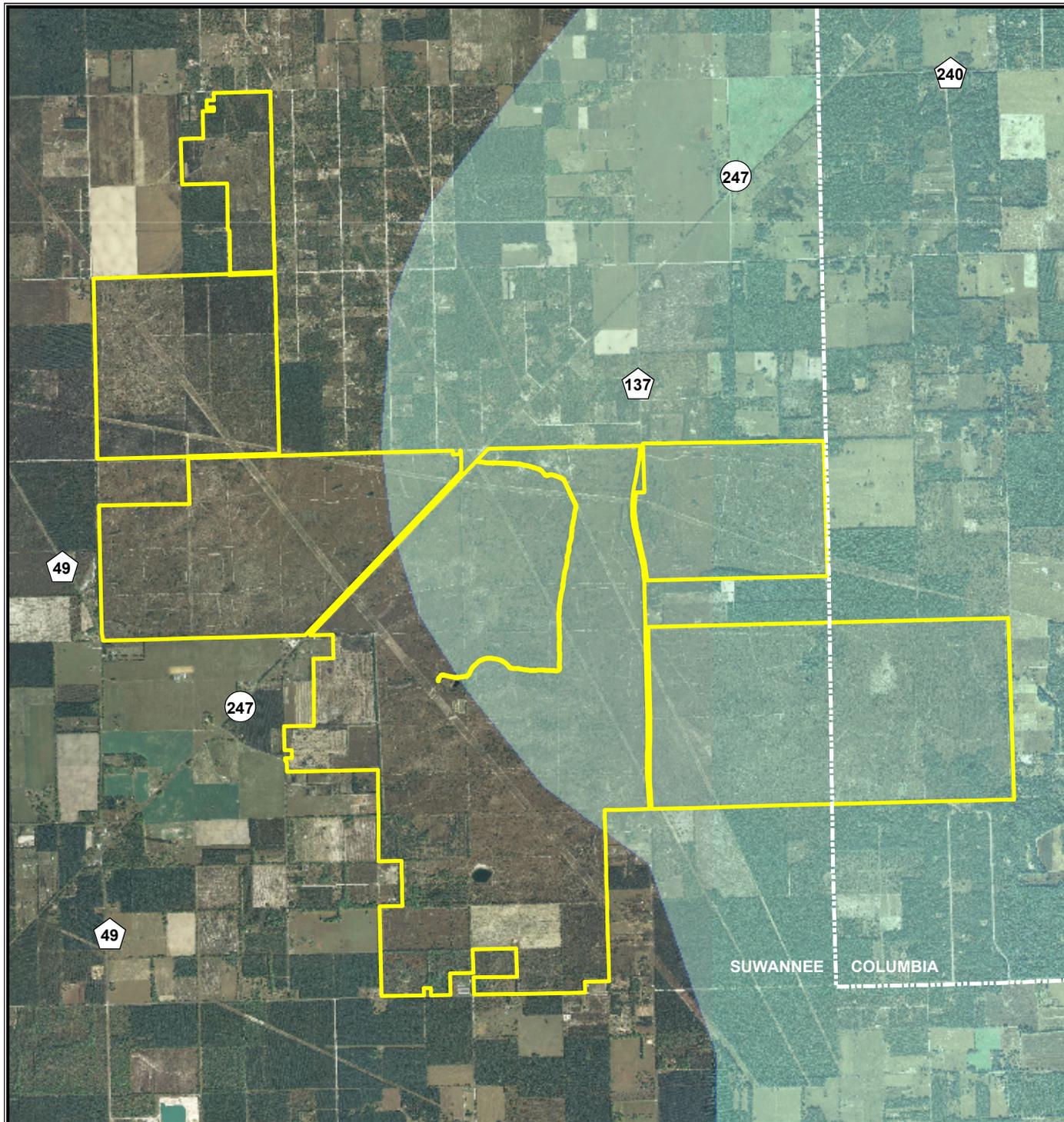


-  SRWMD Boundary
-  Project Location



NOTE: This map was prepared by the Suwannee River Water Management District, Land Acquisition and Management Department, for informational purposes only and does not conform to National Map Accuracy Standards. For more information regarding the data on this map please call SRWMD at 1-386-362-1001 (extension 3140)

10/05/09



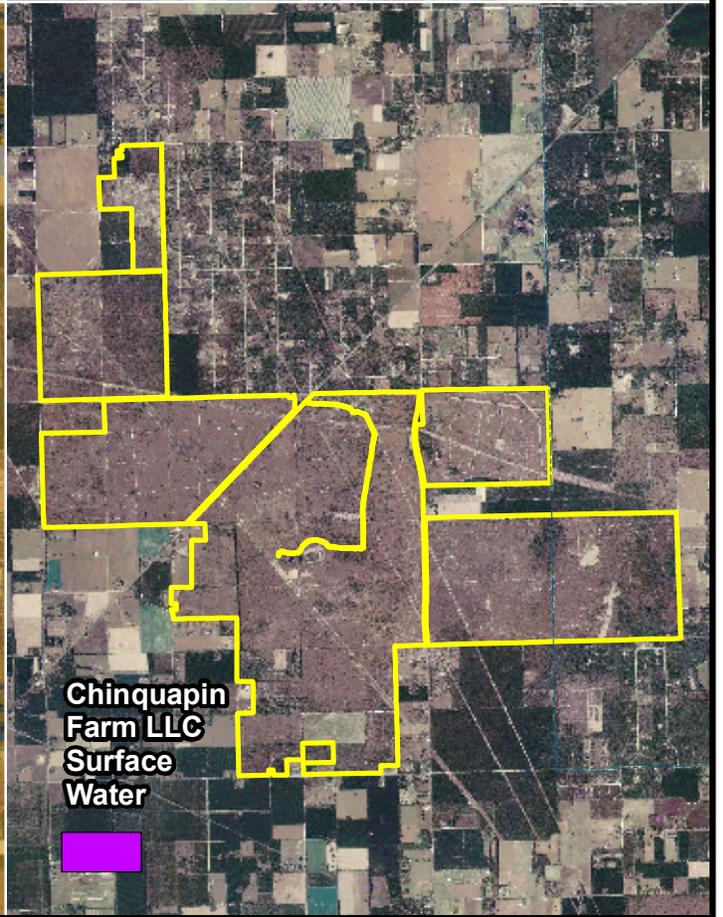
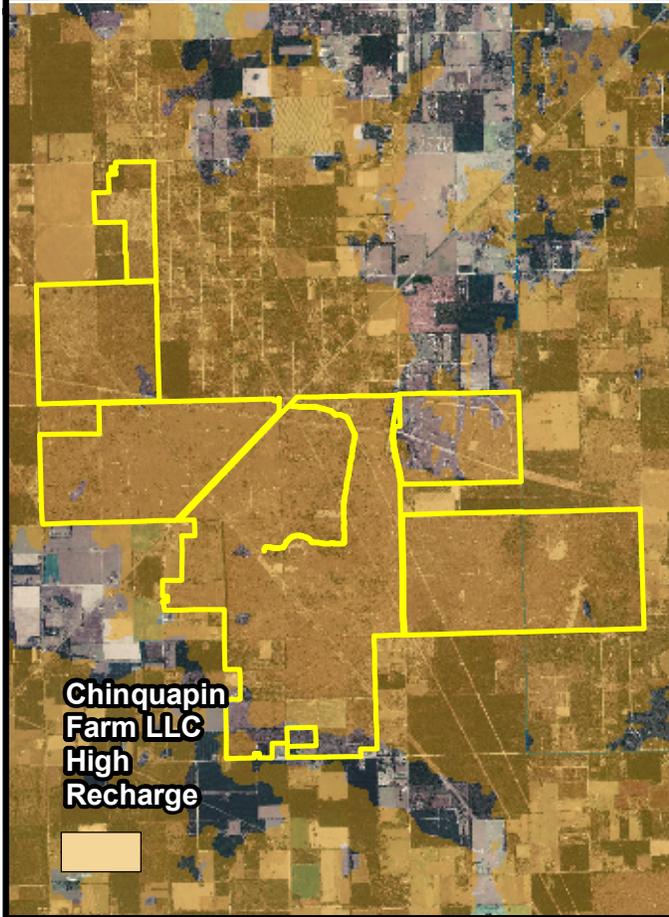
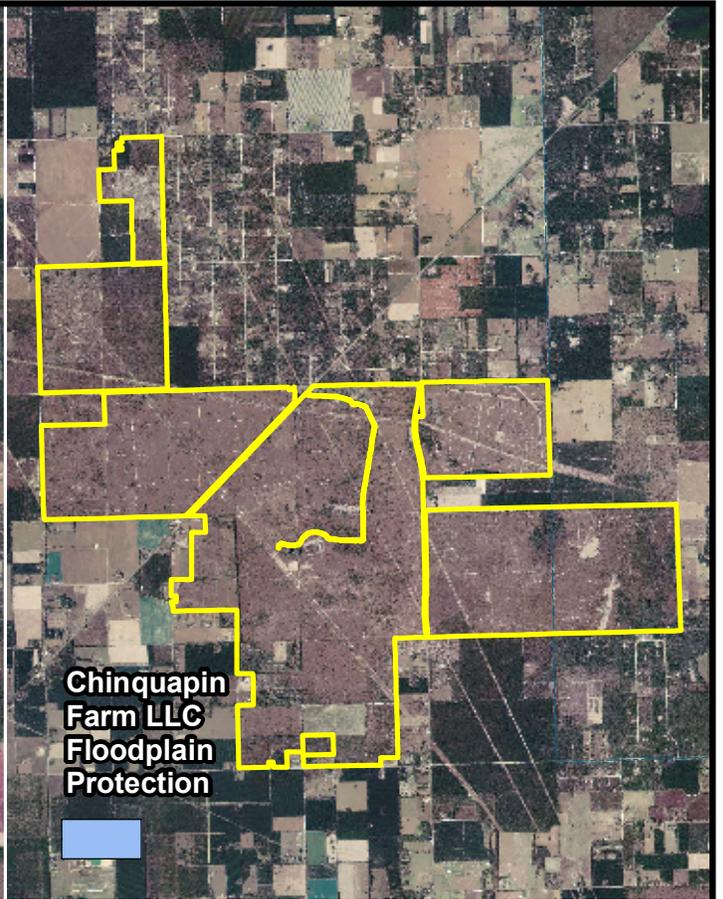
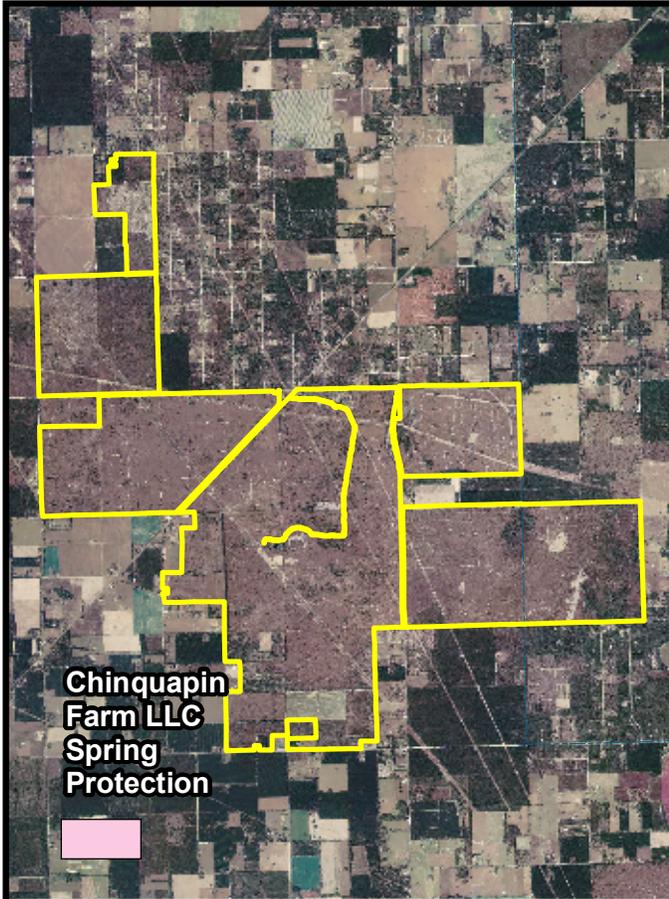
## Chinquapin Farm LLC Suwannee - Columbia County

- Chinquapin Farm
- Ichetucknee Spring Basin
- County Boundary



Note: This map was created by the Suwannee River Water Management District (SRWMD) to be used for planning purposes only. SRWMD shall not be held liable for any injury or damage caused by the use of data distributed as a public records request regardless of their use or application. SRWMD does not guarantee the accuracy, or suitability for any use of these data, and no warranty is expressed or implied. For more information please contact the SRWMD at 386-362-1001.  
Map Created on 10/5/2009

PM: TD  
GIS: VH  
PD: 10/06/09



## MEMORANDUM

TO: Governing Board

FROM: Joe Flanagan, Deputy Executive Director 

THRU: David Still, Executive Director 

DATE: October 6, 2009

RE: Rescission of September 22, 2009 Authorization to Procure Property and Casualty Insurance from Travelers Insurance Company

### RECOMMENDATION

Staff recommends that the Governing Board rescind the September 22, 2009 authorization to procure property and casualty insurance from Travelers Insurance Company, due to a staff deviation from established Procurement Policies and Procedures, and failure of staff to disclose this deviation to the Governing Board and seek a waiver of these Procurement Policies and Procedures, prior to seeking Governing Board Authorization.

### BACKGROUND

On September 8, 2009, the Governing Board authorized staff to procure Property and Casualty Insurance from Preferred Government Insurance Trust (PGIT), the firm which had submitted the lowest bid in the 2008 competitive bidding process that was conducted as per the requirements of Chapter 287 and the Districts Established Procurement Policies and Procedures.

Staff incorrectly inferred from Governing Board discussion on this agenda item that staff was to pursue alternatives prior the September 22 Budget Hearing in order to refine coverage and possibly reduce premiums. Based on this incorrect inference, staff worked with the Erwin Agency in the process of obtaining a competitive quote from Travelers Insurance.

The quote from Travelers Insurance was not obtained prior to the September 22 Budget Hearing. Staff then sought authorization to bind coverage with Travelers Insurance if the quote, when received, was less than the PGIT quote.

On September 22 staff did not inform the Governing Board that working with the Erwin Agency in the process of seeking a competitive quote from Travelers Insurance was a deviation from established Procurement Policies and Procedures, and therefore staff is seeking a rescission of Board action on that Agenda Item.